STATE BOARD OF HIGHER EDUCATION
MINUTES OF MEETING HELD AT
HEATMAN HOTEL, PORTLAND, OREGON
October 25, 1938

MEETING #88

A regular meeting of the State Board of Higher Education of the State of Oregon was held at the Heatman Hotel, Portland, Oregon, at 10:40 a.m. on October 25, 1938.

ROLL CALL

The meeting was called to order by the President of the Board, Willard L. Marks, and on roll call the following answered present:

C. A. Brand          E. C. Pease
F. E. Callister       Robert W. Ruhl
Willard L. Marks      Beatrice Walton Sackett
Walter E. Pearson     E. C. Sammons

Absent: Herman Oliver

The members named constitute all members of the State Board of Higher Education of the State of Oregon.

There were also present Dr. Frederick H. Hunter, Chancellor; Charles D. Byrne, Secretary of the Board; President George W. Peavy of Oregon State College; President Donald M. Erb of the University of Oregon; President Walter Redford of Southern Oregon Normal School; President C. A. Howard of Eastern Oregon Normal School; and President J. A. Churchill of Oregon Normal School.

Mr. Marks reported that Mr. Oliver was unable to attend the meeting because of illness.

MINUTES APPROVED

The Board voted to dispense with the reading of the minutes of the last meeting on September 13, 1938, and approved the minutes of this meeting as they appeared in the docket.

AGRICULTURAL ENGINEERING BUILDING

F. E. Callister, Chairman of the Buildings, Grounds and Capital Outlay Committee, presented the following report:

"The Chancellor reported that the application for a grant of $27,000 to match $33,000 secured from the restoration fund for repairing and enlarging the Agricultural Engineering Building at the State College, was filed with the Public Works Administration on September 28, 1938. This has gone forward to Washington but no word has been received of its approval. Plans will be submitted to the Board at its December meeting. The Building Committee is recommending that it be authorized to advertise for bids and award the contract for the Agricultural Engineering Building in the event that the application for a grant is approved by the P.W.A., and that the President and Secretary of the Board be authorized to execute the necessary documents."

The Board adopted the report of the Building Committee regarding the Agricultural Engineering Building and authorized the Building Committee to advertise for bids and award the contract for this project in the event that the application for a grant is approved by the P.W.A. and directed the President and Secretary of the Board to execute the necessary documents.

Mr. Callister continued the report of the Building Committee as follows:

"An offer for a grant of $1,575 to aid in Financing the completion of the Health Service Building at the State College, to be matched by Health Service balances of $1,925, was received from P.W.A. on September 24, 1938. Because much of this improvement is interior work, P.W.A. has consented to postpone the beginning of the work until December 16, 1938. The Building Committee recommends that it be authorized to advertise for bids and award the contract prior to December 16, and that the President and Secretary of the Board be authorized to execute the necessary documents."

The Board adopted the report of the Building Committee regarding the completion of the Health Service Building at the State College and authorized the Building Committee to advertise for bids and award the contract on this project prior to December 16, and directed the President and Secretary of the Board to execute the necessary documents.

The report of the Building Committee was continued as follows:

"Contracts were awarded on the Chemistry Building on September 26, 1938, in the amount of $295,963. There was budgeted for construction $361,000, leaving a balance of $65,037. A petition was filed with the P.W.A. to permit utilization of this balance for a sixty-foot extension of the building to house Chemical Engineering. The contractor has offered to build this extension for $49,113.20. The balance of approximately $15,000 plus the original $10,000 contingency fund will provide necessary equipment for the extension and desirable improvements in the entire building."

The Board accepted the report of the Building Committee regarding the Chemistry Building project.

Mr. Callister continued the report of the Building Committee as follows:

"The offer of a grant of $14,400 for the University Grandstands project to match University Athletic Board funds of $17,600 was received on September 21, 1938. The Building Committee reviewed the final plans and is recommending them to the Board for approval. The Committee also recommends that it be authorized to advertise for bids and award the contract within the funds available."
The Board voted to approve the final plans for the University Grandstands project and authorized the Building Committee to advertise for bids and award the contract on this project within the funds available.

The report of the Building Committee was continued as follows:

"Final plans and specifications for the Humanities Building have been completed and it is contemplated to open bids on this project on November 23 in order that construction may start by December 31, 1938, the date specified in the offer. The Building Committee has already been authorized to award contracts on this building.

"The terms of the offer of the federal government for a loan and grant to finance the Humanities Building require that the lease agreement entered into with the University Cooperative Store for rental of the first floor be approved by the P.W.A. A proposed agreement and a lease drawn by the Board of Directors of the Store were submitted by President Erb. The documents contained certain contingencies which it was felt the P.W.A. would not approve. The Committee requested Professor Orlando Hollis to appear as a representative of the Board of Directors, and as a result the following adjustments were arrived at:

1. The Building Committee agreed to recommend to the Board the proposed lease as submitted, with the understanding that the accompanying agreement be revised by the Board of Directors to eliminate all contingent clauses dealing with alternates in the specifications.

2. The Building Committee agreed to eliminate from the specifications the alternate calling for the omission of shelving in the store.

3. The Building Committee agreed to recommend to the Board approval of a supplementary agreement calling for a readjustment in the order of the other alternates objectionable to the Board of Directors of the Cooperative Store so that these alternates would be the last to be eliminated from the construction contract.

4. The Building Committee further agreed that it would recommend to the Board that unless the funds available, including the contingency fund, are sufficient to cover the bid price without eliminating the facilities demanded by the store and set forth in the supplementary agreement and lease, the Board will devise some other means of meeting these demands, or abandon the project, thereby releasing the Cooperative Store from its agreement."
"The Building Committee, therefore, recommends approval of the lease as presented by the University Cooperative Store, subject to the approval of the Public Works Administration; and approval of the revised contractual agreement, with authority for the officers of the Board to sign the revised contractual agreement and a supplementary agreement under the terms stated above."

The Board voted to approve the report of the Building Committee in regard to the proposed agreement and lease between the University Cooperative Store and the State Board of Higher Education for the rental of the first floor of the Humanities Building at the University.

Mr. Callister continued the report of the Building Committee as follows:

"For several years the University has sponsored a landscaping project under which the federal government has furnished the labor and a large part of the materials, with the University supplying supervision and a small portion of the materials. Federal funds, amounting to $22,345.74, are now available for the continuation of this project, requiring a supplement from Board funds in cash of $2,477.21 and in services of the University in the amount of $3,695.64. The Building Committee is recommending that the Board approve continuation of the landscaping project at the University with the understanding that a sum equivalent to the net proceeds of the sale of timberland covered in Docket item No. 6 be appropriated by the Board as the sponsor's contribution, and that this sum be returned to the Board's unappropriated balance when the sale of the timberland is consummated, and that consideration will be given the request at the end of the fiscal year."

The Board voted to approve the continuation of the W.P.A. landscaping project at the University and appropriated as the sponsor's contribution an amount equivalent to the net proceeds of the sale of timberland referred to on page 17 of these minutes, with the understanding that this sum will be returned to the Board's unappropriated balance when the sale of the timberland is consummated; and if additional funds are necessary, consideration will be given to the request at the end of the fiscal year.

The report of the Building Committee was continued as follows:

"Mr. Byrne reported that no word has been received on the supplementary application for funds to finish and furnish the third floor of the dormitory at the Eastern Oregon
Normal School. In accordance with previous Building Committee action, a request to restore alternates "F" and "G" has been submitted to the P.W.A., funds for this restoration to come from unpledged building fee balances. These alternates include finishing and furnishing six rooms on the third floor over the lounge portion of the dormitory."

The Board accepted the report of the Building Committee in regard to the dormitory project at the Eastern Oregon Normal School.

Mr. Callister continued the report of the Building Committee as follows:

"An offer for a grant of $163,350 to match gift funds of $200,000 for the construction of the Medical Library, Auditorium and Laboratory Building was received on September 24, 1938, and approval of this offer is recommended in the Docket. The date for beginning construction is fixed by P.W.A. for November 25, 1938. Since this did not give sufficient time to complete plans and specifications on the entire building in time to advertise for bids prior to this date, permission was secured from P.W.A. to defer the date a week. It is necessary to start advertising for bids immediately and to open bids on November 23. The Building Committee is requesting that it be authorized to advertise for bids and award the contract on this project. In order to give the architect more time to prepare the plans and specifications, separate contracts will be let on certain equipment and on landscaping. The actual awarding of these contracts will be postponed until February, but sufficient funds will be set aside to cover these contracts."

The Board voted to approve the report of the Building Committee in regard to the Medical Library, Auditorium and Laboratory Building project and authorized the Building Committee to advertise for bids and award the contracts on this project.

The report of the Building Committee was continued as follows:

"Contracts have been awarded on the Tuberculosis Hospital and work has started. Notice of the gift of $50,000 from Mrs. Julius L. Meier and family was received after the last Board meeting. The Executive Committee authorized the Secretary to notify the Board of Control of the gift and request the Board of Control to file an application for a grant to match the gift. The application has been
filed and a grant of $40,909 approved. This grant makes possible restoration of all the alternates on the hospital project. The Committee wishes to commend Mrs. Julius L. Meier and family for their generosity, and recommends the adoption of the resolution of appreciation contained in the Docket."

The Board accepted the report of the Building Committee with regard to the University State Tuberculosis Hospital.

Mr. Callister continued the report of the Building Committee as follows:

"In order to make alterations in the present medical science building, to provide recreational facilities, including tennis, handball and badminton outdoor courts, and other campus improvements, the Medical School requests approval for the filing of an application with W.P.A. for a project totaling $88,747, of which $7,588 would represent the sponsor's cash contribution. The Medical School has a balance of $9,560 in its building fee fund which is available for this project. The Building Committee is recommending that the Board authorize the Medical School to file with W.P.A. an application for this campus improvement project, involving a total cost of $88,747, of which $7,588 would represent the sponsor's cash contribution, together with a contingency fund of $300, or $7,888 to be supplied by the Medical School from its building fee fund."

The Board voted to authorize the Medical School to file with W.P.A. an application for a campus improvement project totaling $88,747 of which the Medical School will supply $7,888 from its building fee fund.

Mr. Callister concluded the report of the Building Committee as follows:

"Mr. Campbell Church has requested that a strip of land eleven feet wide along the east side of the site of the Chancellor's residence, be re-deeded to him for a driveway. In view of the involved procedure suggested by the Attorney-General in effecting this transfer, the Building Committee is recommending that a long-time easement be granted to Mr. Church for the use of the driveway; and that if this meets with the approval of Mr. Church, the proper officers be authorized to execute the necessary documents."

The Board voted to authorize the proper officers to execute the necessary documents in conveying to Mr. Campbell Church a long-time easement on a strip of land eleven feet wide along the east side of the site of the Chancellor's residence, provided this arrangement is satisfactory to Mr. Church.
E. C. Sammons, Chairman of the Finance Committee, presented the following report:

"The Committee considered requests for budget additions to care for increased enrollment during the current fiscal year. The Chancellor reported that for the fifth consecutive year enrollments in the state institutions of higher learning show large increases over the preceding year. The increase for this year is eight per cent for the System or an addition of 677 students. To take care of the enlarged student bodies at the State College and the University, the Chancellor recommended a program calling for $17,860.43 at the State College and $6,735.00 at the University, most of which is required for staff additions to relieve already over-burdened departments. This sum is more than covered by the increased fee income accruing from the additional students, leaving a balance of approximately $11,000 to add to the Board's unappropriated fund. While this recommended program does not meet all the requests submitted for additional staff and other facilities by the institutions and while the committee would like to approve further relief in many instances, it felt that some of the funds should be reserved for emergencies which may arise during the year. Following is the recommended allocation of funds to institutions:

OREGON STATE COLLEGE

<table>
<thead>
<tr>
<th>New Appointments</th>
<th>1938-39 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemical Engineering</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>Instructor, 10-months service, effective</td>
<td>October 1, at $1,800</td>
</tr>
<tr>
<td>Chemistry</td>
<td>$1,650.00</td>
</tr>
<tr>
<td>Instructor, 10-months service, effective</td>
<td>October 1, at $2,200</td>
</tr>
<tr>
<td>Clothing and Textiles</td>
<td>$483.75</td>
</tr>
<tr>
<td>Mrs. Dorothea Muth as instructor, 10-months service, effective</td>
<td>October 1, at $2,000, replacing a half-time instructor</td>
</tr>
<tr>
<td>English</td>
<td>$1,312.50</td>
</tr>
<tr>
<td>Karl G. Peterson as instructor, 10-months service, effective</td>
<td>October 1, at $1,750</td>
</tr>
<tr>
<td>Farm Crops</td>
<td>$540.00</td>
</tr>
<tr>
<td>Graduate assistant, 9-months service, effective</td>
<td>October 1, at $540</td>
</tr>
</tbody>
</table>
Foods and Nutrition. .......................... $ 1,500.00
Mrs. Andrea Overman as instructor, 10-months
service, effective October 1, at $2,000

Industrial Arts. ............................... 540.00
M. C. Sheely as graduate assistant, 9-months
service, effective October 1, at $540

Journalism ..................................... 1,800.00
Tracy W. Johnson as Assistant Professor, 12-
months service, effective October 1, at $2,400

Library. ......................................... 1,200.00
Reference assistant, 12-months service, effec-
tive October 1, at $1,600

Mechanical Engineering ....................... 540.00
E. R. Peck as graduate assistant, 9-months
service, effective October 1, at $540

Registrar's Office ............................. 525.00
Full-time clerk, 12-months service, effec-
tive October 1, at $900

Secretarial Science. ........................... 1,504.18
E. M. Gibson as Assistant Professor, 10-
months service, effective January 1, 1939,
at $2,400

Mrs. Burton Hutton as instructor, for two and
one-half months service, effective October 1,
at $175 per month

Speech .......................................... 1,650.00
Carlyn Winger as instructor, 10-months
service, effective October 1, at $2,200

Increases in Time

Electrical Engineering ......................... 390.00
Grant S. Feikert, Engineer, increase in
duties to include teaching service as Assis-
tant Professor of Electrical Engineering, ef-
fective October 1, with increase in salary
from $2,100 to $2,500

H. R. Johnson, graduate assistant, from
five-ninths to full-time, effective October 1,
and change in rate from $300 to $340

Industrial Arts. ............................... 180.00
Asa A. Robley, from graduate assistant to
part-time instructor for fall and winter
terms, and change in rate from $540 to $720
Physical Education for Men $500.00
Elizabeth Kelly, clerk, from half-time to full-time and increase from 8 to 10-months service, with change in rate from $400 to $1,000, effective October 1

Additions to Requisition Budgets

Chemistry Wages for laboratory assistance 300.00

Entomology Wages for laboratory assistance 50.00

General Equipment 180 classroom chairs 945.00

Library Wages for desk attendants 800.00

Mathematics Wages for paper graders 100.00
Total Budget Additions for State College $17,860.43

UNIVERSITY

New Appointments

Architecture and Allied Arts Harlow Hudson as instructor, 10-months service, effective October 1 at $1,800 1,350.00

Business Administration Jay R. Wilson as graduate assistant, 9-months service, effective October 1, at $540 540.00

Economics Louise Aiken as graduate assistant, 9-months service, effective October 1, at $540 540.00

English Vincent Brings as part-time assistant in English in Educational Clinic, 9-months service, effective October 1, at $270 270.00

Home Economics Doris Winters as instructor, 10-months service, effective October 1, at $1,200 900.00
Music .................................................. 540.00
Graduate assistant, 6-months service, effective January 1, at $360

Alice Holmback, graduate assistant, 3-months service, effective October 1, at $180

Psychology ........................................... 540.00
Elizabeth Ann DeRask as graduate assistant, 9-months service, effective October 1, at $540

Romance Languages ................................ 270.00
Marion G. Fuller as half-time graduate assistant, 9-months service, effective October 1, at $270

Increases in Time

Anthropology ......................................... 135.00
Alex D. Krieger, from graduate assistant to half-time instructor, effective October 1, with increase in salary from $540 to $900

English ............................................... 450.00
W. P. Boyle, instructor, from one-half to three-fourths time, effective October 1, and change in rate from $900 to $1,350

Mathematics ......................................... 750.00
Lulu Moursund, instructor, from one-half to full-time and increase in salary from $800 to $1,800, effective October 1 (temporary arrangement, pending appointment of permanent instructor)

Additions to Requisition Budgets

Architecture and Allied Arts ...................... 450.00
Materials and expense; equipment

Total budget additions for University $6,735.00

The Board approved the report of the Finance Committee in regard to budget additions to care for increased enrollment, including new appointments, increases in time of staff and additions to requisition budgets, totaling $17,880.43 at the State College and $6,735.00 at the University.
The report of the Finance Committee was continued as follows:

"The Committee also gave consideration to the recommendations of the Chancellor in regard to emergency equipment needs of the several institutions which have been aggravated by the large increase in enrollment. Of the original $12,500 reserve set aside for emergency equipment there remains $8,000 unallotted. The Chancellor recommended that an additional $3,000 be added to this $8,000 in order that the very urgent requests of the institutions might be more nearly met. The Committee concurs in these recommendations and is recommending the following allocation of the $11,000 fund:

<table>
<thead>
<tr>
<th>Institution</th>
<th>For Relief of Obsolescence</th>
<th>Emergency Equipment Needs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>State College</td>
<td>$4,309.28</td>
<td>$2,300.00</td>
<td>$6,609.28</td>
</tr>
<tr>
<td>University</td>
<td>1,465.00</td>
<td>1,500.00</td>
<td>3,065.00</td>
</tr>
<tr>
<td>Medical School</td>
<td>60.00</td>
<td></td>
<td>60.00</td>
</tr>
<tr>
<td>Oregon Normal School</td>
<td>--</td>
<td>250.00</td>
<td>250.00</td>
</tr>
<tr>
<td>Southern Oregon Normal</td>
<td>--</td>
<td>377.00</td>
<td>377.00</td>
</tr>
<tr>
<td>Eastern Oregon Normal</td>
<td>--</td>
<td>618.72</td>
<td>618.72</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$5,854.28</strong></td>
<td><strong>$5,145.72</strong></td>
<td><strong>$11,000.00</strong></td>
</tr>
</tbody>
</table>

The Board approved the addition of $3,000 to the remaining $8,000 of the emergency equipment reserve budget, and the allotment of the $11,000 to the institutions for immediate purchase of equipment as recommended by the Finance Committee.

Mr. Sammons continued the report of the Finance Committee as follows:

"In order that the summer session directors may plan their programs, provide for the appointment of staff members and issue promotional material well in advance of the opening of the 1939 sessions, the Finance Committee considered summer session budgets. The Chancellor brought to the Committee recommendations on the summer session budgets. In view of the highly successful 1938 summer sessions, which were practically self-sustaining, using only about $12,000 of state funds out of a total budget of $81,814, the Committee is concurring in the following recommendations of the Chancellor:

1. That the budgets of each of the major sessions at Portland, Corvallis, and Eugene be increased by $1,000 to provide certain desirable special features such as the music institute at the University and the educational institutes in cooperation with the National
Education Association at the University, State College and Portland summer sessions, this increase to be met from estimated increases in student fee collections, expected to be realized as a result of these added features.

2. That the allowance for promotion be increased $500, this increase also to be met from estimated increase in fee income.

3. That the Corvallis Post Session budget be increased from $1,431 to $2,585, the entire budget to be met from student fees.

4. That the Marine Biology budget be increased from $1,120 to $1,328, the increase of $208 to come from student fee income.

"Board funds in the budget recommended above aggregate $15,060, a decrease of $5,795 below the amount of Board funds authorized for 1938. It is understood that the estimated fee income of $71,824 will be guaranteed by the Board as in the past."

The Board voted to approve the recommendations of the Finance Committee regarding summer session budgets for 1939.

Mr. Sammons concluded the report of the Finance Committee as follows:

"There is opportunity to secure W.P.A. stenographic and clerical help to reproduce theses, particularly for the doctorate, at the University and the State College. If reproduced, the copies could be made available for the several libraries of the State System, and, in the case of some theses, copies could be sold to institutional libraries throughout the country. The estimated cost of materials is $500, and it is hoped that part of this amount would be returned through sales of theses. Funds for the materials would be supplied from the regular library and Division of Information budgets. The Finance Committee recommends that this project be approved for filing with the Works Progress Administration, direction of the work to be handled by the Division of Information."

The Board approved the filing of an application with the Works Progress Administration to secure stenographic and clerical help for reproducing theses at the University and State College, materials amounting to approximately $500 to be supplied from the budgets of the Library and Division of Information, and the work to be done under the direction of the Division of Information.
Mr. Brand indicated that at the direction of Mr. Oliver, Chairman of the Agricultural Experiment Stations Committee, he had visited several of the western Oregon stations. Mr. Brand presented a report of the work being done at the stations visited. (This report is on file in the Board's Office.)

Mr. Brand reported that the leases on three parcels of land comprising 130 acres being used for experimental purposes at the State College will soon expire, and that an increase in rental is anticipated. College officials are desirous of leasing 110 acres of land one mile southeast of the land now being used which can be rented for $300 per year for five years with an option to purchase during that period. This rental is approximately half that being paid for the present experimental farm land. The Board voted that this matter be referred to the Chancellor with power to act, and appropriated a sum not to exceed $1,100 for leasing and improving the land, provided that favorable recommendation is made by the Chancellor.

Mr. Marks reported that negotiations were still in progress regarding the McDonald Estate mortgage and that indications pointed to an early completion of this matter.

The Chancellor reported that enrollment for the System as a whole has increased eight per cent over last year. The University, State College and Eastern Oregon Normal School report the highest enrollments in their history.

The Chancellor presented the following resolution which was submitted by the Executive Council, with the Chancellor's approval:

"By Congressional action of the Seventy-Fifth Congress Armistice Day has been declared a national holiday. The Board, however, in its Administrative Code does not include it as a holiday for students nor staff. The Executive Council, after careful consideration at its meeting last night, voted that the Chancellor recommend inclusion of Armistice Day as a holiday in harmony with the Congressional action and that the Code be amended to make this action effective immediately."

The Board voted to include Armistice Day as a holiday in harmony with U. S. Congressional action and to amend the Administrative Code to make this action effective immediately.

The Chancellor presented the following report on the Division of Agricultural and Industrial Marketing:

"The Advisory Committee held two meetings, one on August 26, the second on September 8. All members were present at
each meeting and convened very promptly at the appointed hour. This committee is a group of very able gentlemen, and we are under much obligation to them for their high-minded service and advice. At the first meeting a brief discussion of the function of the committee and its relationship to the State Board of Higher Education took place. The members determined by lot the terms of service for each, which were as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. J. D. Mickle</td>
<td>1939</td>
</tr>
<tr>
<td>Mr. J. R. Gerber</td>
<td>1940</td>
</tr>
<tr>
<td>Mr. R. L. Clark</td>
<td>1941</td>
</tr>
<tr>
<td>Mr. E. A. McCormack</td>
<td>1942</td>
</tr>
<tr>
<td>Dean W. A. Schoenfeld</td>
<td>1943</td>
</tr>
<tr>
<td>Mr. E. B. MacNaughton</td>
<td>1944</td>
</tr>
<tr>
<td>Dean Victor P. Morris</td>
<td>1945</td>
</tr>
<tr>
<td>Mr. Clarence Bishop</td>
<td>1946</td>
</tr>
<tr>
<td>Mr. Edward Geary</td>
<td>1947</td>
</tr>
</tbody>
</table>

"The Chancellor's Office was requested to bring before the committee several of the most promising nominees for the Directorship of the Marketing Division. A total of sixteen names of gentlemen thought to be adequately experienced and qualified was under consideration by the Advisory Committee. Most of these men were from Oregon, many from California, and several from Washington, D. C. Most of the nominees have had marketing experience in the Pacific Northwest, and many of them have been connected with marketing programs of nation-wide scope. Four appeared upon invitation of the Chancellor's Office at the meeting of September 8 and discussed the problems of the new division with the members of the committee at some length. Five nominees had withdrawn their names on account of insufficient financial inducement offered by the position of Director. It was felt that it might be possible to secure a very able young man with proved experience in marketing and a knowledge of the Northwest, as well as an adequate background of technical and general training, for the funds involved.

"A committee of the State Grange was also in conference upon the problems before the Advisory Committee and made recommendation through the Chancellor's Office to the Committee. After full consideration and discussion the committee made recommendation that one of the four men be recommended to the State Board of Higher Education as Director of the Division of Agricultural and Industrial Marketing. The vote was unanimous.

"In accordance with this action of the Advisory Committee, the election of Mr. G. A. Brown, Manager of the Interstate Associated Creameries, is recommended to begin service January 1, 1939, at a salary of $5,750 and necessary travelling expenses."
Mr. Sammons moved, seconded by Mr. Pearson, that the report on the Division of Agricultural and Industrial Marketing be accepted.

Mr. Marks made the following statement in regard to the appointment of the Director:

"When I voted for the creation of the Division of Agricultural and Industrial Marketing, I made the statement that I favored the principle of research in marketing and that such work was particularly needed in the State of Oregon. I said, however, in casting that vote that in view of the great need for funds in other activities of the System, I believed that this work should start modestly, with small expense, and prove itself as it developed, and that we should not launch at once into an expensive and bureaucratic endeavor.

"Consistent now with my attitude and statement then, I have been and am now opposed to paying a salary of more than $5,000 per year to the Director of the Division of Agricultural and Industrial Marketing. I realize full well that to get the man suggested by the Advisory Committee, it is necessary to pay more than that. However, I want to make this statement in order that the Board may fully understand my position."

The motion was passed and the report adopted as presented.

GIFTS

The Board officially accepted the following gifts and instructed the Secretary to make suitable acknowledgment to the respective donors:

**Medical School**

Ivan M. Woolley

Gift of $382.22 from Ivan M. Woolley, M.D., to be used for research and clinical investigations in the field of radiology.

Margaret M. and Gertrude D. Widmer

Gift of 171.67 acres of land one mile west of Eugene valued at $30,000 from Miss Margaret M. Widmer and Miss Gertrude D. Widmer of Eugene, to the University of Oregon Medical School as a memorial to their parents, and brothers, Joseph M. Widmer and George C. Widmer, both graduates of the University of Oregon. The gift is to be known as the "Widmer Memorial Research Fund of the University of Oregon Medical School" and the income is to be used for research in the treatment of cancer and heart disease.

**State College**

Westinghouse Electric and Mfg. Co.

Gift of equipment valued at $305.00 from the Westinghouse Electric and Manufacturing Company for the Electrical Engineering Department.
Gift of two Kenotron rectifier tubes valued at $500 for high voltage research work from the General Electric X-Ray Corporation, Chicago, for use by the Electrical Engineering Department.

The Board officially accepted the gift of $50,000 from Mrs. Julius L. Meier and family to the University State Tuberculosis Hospital as a memorial to the late Julius L. Meier, and adopted the following resolution in appreciation of this generous gift and directed the Secretary to send an appropriate copy thereof to Mrs. Meier and family.

WHEREAS, Mrs. Grace R. Meier, on behalf of herself and her son, Jack Meier, and daughters, Mrs. Joseph Ehrman, Jr., and Mrs. Frederick Ganz, in memory of Julius L. Meier, husband and father, has indicated an interest in the University of Oregon Medical School in its program of research, treatment, and care of the sick; and

WHEREAS, Mrs. Meier and her son and daughters indicated herein above, have offered the sum of $50,000.00 to be used in the construction program of the University State Tuberculosis Hospital and in the development of the University of Oregon Medical School; be it

Resolved, that the Oregon State Board of Higher Education accept this generous gift on behalf of the University of Oregon Medical School and communicate its appreciation to Mrs. Meier and her children; and be it further

Resolved, that a suitable perpetual memorial to Julius L. Meier be established in the University State Tuberculosis Hospital upon its completion in accord with details as may be agreed upon by Mrs. Meier and her family and the University of Oregon Medical School.

The Board approved the reappropriation of $534.52, the balance remaining as of June 30, 1938, in Account U-322, Miner Professorship in Real Estate and Allied Subjects, to the 1938-39 budget for this account. These funds accrue from earnings of the Miner Building. No unrestricted funds are involved.

The Board confirmed the action of President Peavy in purchasing with funds accruing from the sale of timber land in Lake County which was part of the McDonald bequest, 1160 acres of land in the approved tract at an average price of $8.35, or a total purchase price of $37,500. This brings the total area in the McDonald Forest up to 4,541 acres.
The Board directed the Secretary to express appreciation of the State Board of Higher Education for the splendid cooperation of the Department of the Interior in including in its 1938-39 budget an allotment of $10,000 toward the operation of the Squaw Butte Regional Range Experiment Station.

The Board approved an addition of $1,000 to the Health Service budget of the University to purchase thirteen new hospital beds and eighteen mattresses, funds to come from unbudgeted Health Service balances, with the understanding that the Health Service will operate within its income and conserve sufficient balances for emergencies.

The Board confirmed the action of University officials in negotiating the sale of timberland in Yamhill County received in 1936 as a gift from Mrs. Flora B. Ward, at the sale price of $1,500 with a $100 down payment, the remainder to be paid on or before June 1, 1939, or prior to logging operations; and authorized the proper officials to execute the necessary documents.

The Board approved the employment of Mr. John V. Bennes as architect for the proposed Agricultural Engineering Building at the State College, at a fee of six per cent of the cost of the work plus an engineering fee of $700, and authorized the President and Secretary to execute the usual contract.

After discussion of the offer of the United States of America acting through the Federal Emergency Administration of Public Works, the following resolution numbered "1" and entitled "A Resolution Accepting the Offer of the United States to the Department of Higher Education of the State of Oregon, Acting by and through the State Board of Higher Education, To Aid by Way of Grant in Financing the Construction of Alterations and Improvements to the Infirmary Building on the Campus of Oregon State College, Corvallis, Oregon," was read by Secretary Byrne and considered by the Board:

RESOLUTION No. 1

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON, ACTING BY AND THROUGH THE STATE BOARD OF HIGHER EDUCATION, TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF ALTERATIONS AND IMPROVEMENTS TO THE INFI RMARY BUILDING ON THE CAMPUS OF OREGON STATE COLLEGE, CORVALLIS, OREGON.

BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION of the State of Oregon:
Section 1. That the offer of the United States of America to the Department of Higher Education of the State of Oregon, acting by and through the State Board of Higher Education, to aid by way of grant in financing the construction of alterations and improvements to the Infirmary Building on the campus of Oregon State College, Corvallis, Oregon, a copy of which reads as follows:

P.W. 83905-165

FEDERAL EMERGENCY ADMINISTRATION OF PUBLIC WORKS

Washington, D. C.
Dated: September 23, 1938
Docket No. Oreg. 1323-P

Department of Higher Education of the State of Oregon, acting by and through the State Board of Higher Education,

Corvallis, Oregon.

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of alterations and improvements to infirmary building at Oregon State College (herein called the "Project") by making a grant to Department of Higher Education of the State of Oregon, acting by and through the State Board of Higher Education (herein called the "Applicant") in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of $1,575.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 12 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 6 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be
performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA

Federal Emergency Administrator of Public Works
By H. A. Gray
Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said State Board of Higher Education agrees to abide by all the Terms and Conditions of said offer, including the Terms and Conditions annexed thereto and made a part thereof.

Section 3. That the Secretary of the State Board of Higher Education be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified copies of the proceedings of this meeting in connection with the adoption of this Resolution, setting forth this Resolution in full, and such further documents or proofs in connection with the acceptance of said offer as may be requested by the Federal Emergency Administration of Public Works.

It was moved by Director Callister and seconded by Director Pearson that the foregoing resolution be adopted. The question being upon the adoption of the resolution, the roll was called with the following results:

Ayes:

Mr. Brand  Mr. Pease  
Mr. Callister  Mr. Ruhl
Mr. Marks  Mrs. Sackett
Mr. Pearson  Mr. Sammons

Nays:  None

The President thereupon declared said motion carried and the resolution duly and unanimously adopted.
In order to comply with the regulations of the Public Works Administration which call for insertion in the specifications and contract documents of a schedule of minimum wages to be paid by the contractor in each of the several classes of labor, the Board voted to adopt the following resolution fixing the minimum hourly wage rates to be paid by contractors for the construction of alterations and improvements to the Infirmary Building at Oregon State College:

WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the City of Corvallis and surrounding territory which is the locality in which the proposed project, completion of the Infirmary Building at Oregon State College, Corvallis, Oregon, (hereinafter referred to as "Project") is to be constructed by the State Board of Higher Education, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of said Project, and the prevailing hourly wage rates being paid in such locality to such employees for such work have been determined by securing wage rates paid by contractors on the State Capitol at Salem, on remodelling a school building and on two fraternity buildings at Corvallis, and approved for the Chemistry Building project at Corvallis by the Public Works Administration,

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that the following rates for the respective trades or occupations listed below shall be and are hereby fixed as the minimum hourly wage rates and have been determined in accordance with rates prevailing for work of a similar nature in the locality in which the project is to be constructed:

Waterproofers .............................................. $1.00
Acoustical Treatment Placer .......................... 1.00
Linoleum and Carpet Layers ......................... 1.00

BE IT FURTHER RESOLVED that the foregoing list of trades or occupations includes to the best of our knowledge, all the classifications of employees who will be engaged in work on said Project other than executive, supervisory, administrative, clerical or other non-manual workers as such.

BE IT FURTHER RESOLVED that there be transmitted with this resolution the substantiating data upon which the foregoing determination is based.
The Board confirmed the action of the Building Committee in awarding the construction contract for the Chemistry Building at the State College to Dougan-Hammond Construction Co., Portland contractors, for the basic bid of $213,665; and the laboratory equipment contract to Cherveny and Reverman, Portland contractors, for the basic bid of $82,298.

The Board approved an increase from $2,100 to $2,600 in the architect's engineering fee for the Chemistry Building at the State College, because considerable additional engineering work was involved in completing plans and specifications for the enlarged project.

After discussion of the offer of the United States of America acting through the Federal Emergency Administration of Public Works, the following resolution numbered "2" and entitled "A Resolution Accepting the Offer of the United States to the Department of Higher Education of the State of Oregon, Acting through the State Board of Higher Education for the University of Oregon, To Aid by Way of Grant in Financing the Construction of Additions and Improvements to Athletic Field Stands on the Campus of the University of Oregon, Eugene, Oregon":

RESOLUTION NO. 2

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON, ACTING THROUGH THE STATE BOARD OF HIGHER EDUCATION FOR THE UNIVERSITY OF OREGON, TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF ADDITIONS AND IMPROVEMENTS TO ATHLETIC FIELD STANDS ON THE CAMPUS OF THE UNIVERSITY OF OREGON, EUGENE, OREGON.

BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION of the State of Oregon:

Section 1. That the offer of the United States of America to the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education for the University of Oregon, to aid by way of grant in financing the construction of additions and improvements to athletic field stands on the campus of the University of Oregon, Eugene, Oregon, a copy of which offer reads as follows:
P.W. 33747-20

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.

Dated: September 21, 1938
Docket No. 1336-F

Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education,

Eugene, Oregon

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of additions and improvements to athletic field stands (herein called the "Project") by making a grant to Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education (herein called the "Applicant"), in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of $14,400.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 8 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 9 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom,
and, in the event of such rescission, the United States
of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA

Federal Emergency Administrator
of Public Works
By H. A. Gray
Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said State Board of Higher Education
agrees to abide by all the Terms and Conditions of said
offer, including the Terms and Conditions annexed thereto
and made a part thereof.

Section 3. That the Secretary of the State Board of
Higher Education be and he is hereby authorized and
directed forthwith to send to the Federal Emergency
Administration of Public Works three certified copies
of the proceedings of this meeting in connection with
the adoption of this Resolution, setting forth this
Resolution in full, and such further documents or proofs
in connection with the acceptance of said offer as may be
requested by the Federal Emergency Administration of
Public Works.

It was moved by Director Pearson and seconded by Director
Sammons that the foregoing resolution be adopted. The
question being upon the adoption of the resolution, the
roll was called with the following results:

Ayes:

Mr. Brand          Mr. Pease
Mr. Callister      Mr. Ruhl
Mr. Marks          Mrs. Sackett
Mr. Pearson        Mr. Sammons

Nays: None

The President thereupon declared said motion carried and the
resolution duly and unanimously adopted.

ARCHITECT
FOR GRANDSTANDS

The Board approved the employment of Ellis F. Lawrence as
architect for the University Grandstands project, on the
basis of five per cent of the cost of the work, with no
additional fee for engineering services; and authorized the
President and Secretary to execute the usual contract.
WAGE RATES FOR UNIVERSITY GRANDSTANDS

In order to comply with the regulations of the Public Works Administration which call for insertion in the specifications and contract documents of a schedule of minimum wages to be paid by the contractor in each of the several classes of labor, the Board voted to adopt the following resolution fixing the minimum hourly wage rates to be paid by contractors for the construction of additions and improvements to athletic field stands at the University of Oregon:

WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the City of Eugene and surrounding territory, which is the locality in which the proposed project, Grandstand addition, University of Oregon, Eugene, (hereinafter referred to as "Project") is to be constructed by the State Board of Higher Education, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of said Project, and the prevailing hourly wage rates being paid in such locality to such employees for such work have been determined by securing wage rates paid by contractors on the State Capitol at Salem, the new Post Office building at Eugene, the high school building at Jefferson, and the new Heating Plant of the University of Oregon at Eugene, and approved by the Public Works Administration for the Humanities Building project at Eugene,

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that the following rates for the respective trades or occupations listed below shall be and are hereby fixed as the minimum hourly wage rates and have been determined in accordance with rates prevailing for work of a similar nature in the locality in which the project is to be constructed:

<table>
<thead>
<tr>
<th>Trade</th>
<th>Hourly Wage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carpenters</td>
<td>$1.00</td>
</tr>
<tr>
<td>Cement Finishers</td>
<td>$1.12½</td>
</tr>
<tr>
<td>Electrical Workers</td>
<td>$1.00</td>
</tr>
<tr>
<td>Iron Workers - Ornamental</td>
<td>$1.37½</td>
</tr>
<tr>
<td>Iron Workers - Structural</td>
<td>$1.37½</td>
</tr>
<tr>
<td>Iron Workers - Reinforcing</td>
<td>$1.12½</td>
</tr>
<tr>
<td>Glaziers</td>
<td>$1.10</td>
</tr>
<tr>
<td>Building Laborers</td>
<td>$1.75</td>
</tr>
<tr>
<td>Plasterers</td>
<td>$1.37½</td>
</tr>
<tr>
<td>Plasterers Tenders</td>
<td>$1.12½</td>
</tr>
<tr>
<td>Mixing Cement for Finishers</td>
<td>$.90</td>
</tr>
<tr>
<td>Laborers - Unskilled</td>
<td>$.62½</td>
</tr>
<tr>
<td>Lathers - Metal and Wood</td>
<td>$1.37½</td>
</tr>
<tr>
<td>Painters</td>
<td>$1.00</td>
</tr>
<tr>
<td>Plumbers</td>
<td>$1.25</td>
</tr>
<tr>
<td>Steamfitters</td>
<td>$1.25</td>
</tr>
<tr>
<td>Steamfitters Helpers</td>
<td>$.75</td>
</tr>
<tr>
<td>Kettlemen</td>
<td>$.75</td>
</tr>
<tr>
<td>Sheet Metal Workers</td>
<td>$1.12½</td>
</tr>
<tr>
<td>Teamsters</td>
<td>$.75</td>
</tr>
</tbody>
</table>
BE IT FURTHER RESOLVED that the foregoing list of trades or occupations includes to the best of our knowledge, all the classifications of employees who will be engaged in work on said Project other than executive, supervisory, administrative, clerical or other non-manual workers as such.

BE IT FURTHER RESOLVED that there be transmitted with this resolution the substantiating data upon which the foregoing determination is based.

The Board approved the appointment of Mr. Albert E. Anderson as clerk-of-the-works for the Humanities Building and the Grandstands project at a salary of $180 per month during the construction period for 90 per cent of his time, the remaining ten per cent to be given to general supervision of a W.P.A. project.

After discussion of the offer of the United States of America acting through the Federal Emergency Administration of Public Works, the following resolution numbered "3" and entitled "A Resolution Accepting the Offer of the United States to the Department of Higher Education of the State of Oregon, Acting Through the State Board of Higher Education, To Aid by Way of Loan and Grant in Financing the Construction of a Humanities Building on the Campus of the University of Oregon, Eugene, Oregon;" was read by Secretary Byrne and considered by the Board:

RESOLUTION NO. 3

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON, ACTING THROUGH THE STATE BOARD OF HIGHER EDUCATION, TO AID BY WAY OF LOAN AND GRANT IN FINANCING THE CONSTRUCTION OF A HUMANITIES BUILDING ON THE CAMPUS OF THE UNIVERSITY OF OREGON, EUGENE, OREGON.

BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION of the State of Oregon:

Section 1. That the offer of the United States of America to the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education, to aid by way of loan and grant in financing the construction of a Humanities Building on the campus of the University of Oregon, Eugene, Oregon, a copy of which reads as follows:
P.W. 84614-74

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D.C.,
Dated: Oct. 14, 1938
Docket No. Oreg. 1240-F

Department of Higher Education
of the State of Oregon

Eugene, Oregon.

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this offer), which are made a part hereof, the United States of America (herein called the "Government") hereby offers to aid in financing the construction of a humanities building, including necessary equipment, on the campus of the University of Oregon at Eugene (herein called the "Project"), by making a grant to the Department of Higher Education of the State of Oregon (herein called the "Applicant") in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of $54,000, and by purchasing from the Applicant, at the principal amount thereof plus accrued interest thereon, obligations (herein called the "Bonds") of the description set forth below (or such other description as shall be mutually satisfactory) in the aggregate principal amount of $66,000:

(a) Obligor: State of Oregon, by the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education;

(b) Type: Negotiable, special obligation, student building fee and building revenue, serial, coupon bond, designated "University of Oregon Building Bond, Series 1938";

(c) Denomination: $1,000; (d) Date: November 1, 1938;

(e) Interest rate and interest payment dates: 4 percent per annum, payable semi-annually May 1 and November 1 in each year until maturity;

(f) Place of payment: Office of the Treasurer of the State of Oregon, Salem, Oregon;

(g) Registration privileges: As to principal only;
(h) Maturities: On May 1, in amounts and years as follows:

$16,000 in 1965 and 1966, and
$17,000 in 1967 and 1968;

(i) Redemption provisions: Redeemable on any interest payment date, at the option of the Applicant, in whole or in part, in reverse order of maturity, at a price (being called the "Current Redemption Price") per Bond equal to the principal amount thereof and accrued interest plus a redemption premium of $1 of 1% of the principal amount for each unexpired year or fraction thereof, such premium, however, not in any case to exceed 3%, upon not less than 30 days' notice by publication and by mailing such notice to the last known address of the holder of any registered Bond selected for redemption;

(j) Payable as to both principal and interest from and secured by an exclusive first lien on the gross rentals to be derived from a certain lease of a portion of the Project to the University of Oregon Cooperative Association, and additionally secured, subject only to the prior lien of not exceeding $506,000 outstanding University of Oregon Building Bonds, dated November 1, 1935, by a second lien on student building fees of not less than $5 per full-time undergraduate student for each of not less than 3 regular terms or semesters per year.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible, but in no event later than December 31, 1938, and to complete such Project with all practicable dispatch, and in any event within 8 months from the commencement of construction.

3. This Offer is made subject to the condition that, prior to the payment by the Government of any grant or loan funds, the Applicant shall have submitted a lease of the ground floor of the Project to the University of Oregon Cooperative Association for an annual rental of not less than $2,500 for a period extending at least to May 1, 1968, such lease to be satisfactory in form and substance to the Administrator.

4. This Offer is also made subject to the condition that, prior to the payment by the Government for any of the Bonds, the Applicant shall have submitted evidence of the incorporation in the proceedings of the State Board of Higher Education of the State of Oregon for the issuance of the Bonds, of covenants, among others, providing:
(a) That the Applicant will maintain the student building fee, charged to and collected from each full-time undergraduate student at the time of enrollment, at not less than $5 for each of not less than 3 regular terms or semesters per year, until all of the Bonds shall have been paid off, or provision shall have been made for their payment.

(b) That the Applicant will create and maintain a reserve equal to the interest requirements of the Bonds in the next two fiscal years; and

(c) That all income, whether derived from rentals or from student building fees, pledged for payment of the Bonds, after deducting only the principal, interest and reserve requirements of not exceeding $506,000 University of Oregon Building Bonds, dated November 1, 1935, and the interest and reserve requirements of the bonds, shall be used to cancel Bonds, by purchase at not exceeding the Current Redemption Price or by redemption.

5. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA

Federal Emergency Administrator
of Public Works

By (Signed) E. W. Clark
For the Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said State Board of Higher Education agrees to abide by all the Terms and Conditions of said offer, including the Terms and Conditions annexed thereto and made a part thereof.
Section 3. That the Secretary of the State Board of Higher Education be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified copies of the proceedings of this meeting in connection with the adoption of this Resolution, setting forth this Resolution in full, and such further documents or proofs in connection with the acceptance of said offer as may be requested by the Federal Emergency Administration of Public Works.

It was moved by Director Callister and seconded by Director Brand that the foregoing resolution be adopted. The question being upon the adoption of the resolution, the roll was called with the following results:

Ayes:

Mr. Brand    Mr. Pease
Mr. Callister Mr. Ruhl
Mr. Marks     Mrs. Sackett
Mr. Pearson   Mr. Sammons

Nays: None

The President thereupon declared said motion carried and the resolution duly and unanimously adopted.

After discussion of the offer of the United States of America acting through the Federal Emergency Administration of Public Works, the following resolution numbered "4" and entitled "A Resolution Accepting the Offer of the United States to the Department of Higher Education of the State of Oregon Acting Through the State Board of Higher Education, To Aid by Way of Grant in Financing the Construction of a Medical Library, Auditorium and Laboratory Building on the Campus of the University of Oregon Medical School, Portland, Oregon," was read by Secretary Byrne and considered by the Board:

RESOLUTION NO. 4

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE DEPARTMENT OF HIGHER EDUCATION OF THE STATE OF OREGON, ACTING THROUGH THE STATE BOARD OF HIGHER EDUCATION, TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF A MEDICAL LIBRARY, AUDITORIUM AND LABORATORY BUILDING ON THE CAMPUS OF THE UNIVERSITY OF OREGON MEDICAL SCHOOL, PORTLAND, OREGON.

BE IT RESOLVED BY THE STATE BOARD OF HIGHER EDUCATION of the State of Oregon:
Section 1. That the offer of the United States of America to the Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education, to aid by way of grant in financing the construction of a Medical Library, Auditorium and Laboratory Building on the campus of the University of Oregon Medical School, Portland, Oregon, a copy of which offer reads as follows:

P.W. 63905-163

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.
Dated: September 23, 1938
Docket No. Oreg. 1315-F

Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education,

Salem, Oregon.

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of a university building and an addition to an existing Medical School building, including necessary equipment and landscaping (herein called the "Project"), by making a grant to Department of Higher Education of the State of Oregon, acting through the State Board of Higher Education (herein called the "Applicant") in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of $163,350.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 9 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 12 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be
performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA

Federal Emergency Administrator of Public Works
By H. A. Gray
Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said State Board of Higher Education agrees to abide by all the Terms and Conditions of said offer, including the Terms and Conditions annexed thereto and made a part thereof.

Section 3. That the Secretary of the State Board of Higher Education be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified copies of the proceedings of this meeting in connection with the adoption of this Resolution, setting forth this Resolution in full, and such further documents or proofs in connection with the acceptance of said offer as may be requested by the Federal Emergency Administration of Public Works.

It was moved by Director Pearson and seconded by Director Callister that the foregoing resolution be adopted. The question being upon the adoption of the resolution, the roll was called with the following results:

Ayes:

Mr. Brand  Mr. Pease
Mr. Callister  Mr. Ruhl
Mr. Marks  Mrs. Sackett
Mr. Pearson  Mr. Sammons

Nays: None

The President thereupon declared the motion carried and the resolution duly and unanimously adopted.
In order to comply with the regulations of the Public Works Administration which call for insertion in the specifications and contract documents of a schedule of minimum wages to be paid by the contractor in each of the several classes of labor, the Board voted to adopt the following resolution fixing the minimum hourly wage rates to be paid by contractors for the construction of a Medical Library, Auditorium and Laboratory Building at the University of Oregon Medical School:

WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the City of Portland and surrounding territory, which is the locality in which the proposed project, a Medical Library, Auditorium and Laboratory Building, (hereinafter referred to as "Project") is to be constructed by the State Board of Higher Education, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of said Project, and the prevailing hourly wage rates being paid in such locality to such employees for such work have been determined by securing wage rates paid by contractors on Finley's Mortuary and the Good Samaritan Hospital Nurses' Home in Portland and approved for the University State Tuberculosis Hospital in Portland.

NOW, THEREFORE, BE IT RESOLVED by the State Board of Higher Education of the State of Oregon that the following rates for the respective trades or occupations listed below shall be and are hereby fixed as the minimum hourly wage rates and have been determined in accordance with rates prevailing for work of a similar nature in the locality in which the project is to be constructed:

<table>
<thead>
<tr>
<th>Trade</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bricklayers</td>
<td>$1.60</td>
</tr>
<tr>
<td>Bricklayers Tenders</td>
<td>1.12½</td>
</tr>
<tr>
<td>Carpenters</td>
<td>1.12½</td>
</tr>
<tr>
<td>Cement Finishers</td>
<td>1.12½</td>
</tr>
<tr>
<td>Electrical Workers</td>
<td>1.25</td>
</tr>
<tr>
<td>Elevator Constructors</td>
<td>1.40</td>
</tr>
<tr>
<td>Elevator Constructors Helper</td>
<td>.98</td>
</tr>
<tr>
<td>Glass Workers</td>
<td>1.10</td>
</tr>
<tr>
<td>Hoisting Engineer (1 drum)</td>
<td>1.00</td>
</tr>
<tr>
<td>Hoisting Engineer (2 drum)</td>
<td>1.25</td>
</tr>
<tr>
<td>Hoisting Engineer - Steamshovel man</td>
<td>1.37½</td>
</tr>
<tr>
<td>Insulation Workers</td>
<td>1.37½</td>
</tr>
<tr>
<td>Iron Workers</td>
<td>1.37½</td>
</tr>
<tr>
<td>Iron Workers - Reinforcing</td>
<td>1.12½</td>
</tr>
<tr>
<td>Lathers</td>
<td>1.37½</td>
</tr>
<tr>
<td>Tile Setters</td>
<td>1.25</td>
</tr>
<tr>
<td>Tile Setters Tenders</td>
<td>.75</td>
</tr>
<tr>
<td>Painters</td>
<td>1.10</td>
</tr>
</tbody>
</table>
Plasterers ........................................... $ 1.50
Plasterers Tenders ................................... $1.25
Plumbers ........................................... 1.50
Power Shovel Engineer ......................... 1.37½
Power Shovel Crane Men ......................... 1.25
Power Shovel Firemen ......................... .97½
Power Shovel Oilers ................................... .90
Roofers ........................................... 1.37½
Sheet Metal Workers ............................ 1.20
Sign Painter .................................... 1.37½
Steam Fitters ..................................... 1.50
Stone Masons ........................................... 1.50
Waterproofing Workers ....................... 1.37½
Truck Drivers under 4 yds................. .85
Truck Drivers over 4 yds ................... 1.00
Laborers - Common ............................. .62½
Laborers - Building .............................. .75

BE IT FURTHER RESOLVED that the foregoing list of trades or occupations includes to the best of our knowledge, all the classifications of employees who will be engaged in work on said Project other than executive, supervisory, administrative, clerical or other non-manual workers as such.

BE IT FURTHER RESOLVED that there be transmitted with this resolution the substantiating data upon which the foregoing determination is based.

CLERK-OF-THE-WORKS FOR MEDICAL LIBRARY

The Board approved the employment of Thomas Muir as clerk-of-the-works for the University of Oregon Medical School Library Auditorium and Laboratory project during the construction period at a salary of $200 per month.

ARCHITECT’S ENGR. FEE MEDICAL LIBRARY

The Board approved an increase from $600 to $1,200 in the architect’s engineering fee for the Medical School Library project, because considerable additional engineering work was involved in completing plans and specifications for the enlarged project.

PERSONNEL

The Board approved the following personnel adjustments at the University:

W. D. Smith
Sabbatical Leave Cancellation

Cancellation of sabbatical leave on full pay for Dr. W. D. Smith, Head of the Geography and Geology Departments, from January 1 to March 31, 1939, approved at the April meeting, because of the absence on leave of another member of the department.

Eugene Stromberg
Appointment Delayed

Delay in date of appointment of Dr. Eugene Stromberg, Assistant Professor of Sociology, to January 1, 1939, because of illness, with the following personnel changes in the Sociology Department:
Increase in time for Freed Bales, half-time graduate assistant in Social Science Survey, to full-time basis at a salary of $540 on a nine-months' basis, one-half of his salary chargeable to Social Science Survey and one-half to Sociology.

Appointment of Orpha May Beck as half-time graduate assistant in Sociology at a salary of $270, on a nine-months' basis, effective October 1.

A saving of $60 in the 1938-39 salary budget of the Sociology Department will revert to the Board's unappropriated fund.

Promotion of Mr. Jack Plotkin from circulation assistant in the Library to acting executive assistant with an increase in salary from $1,475 to $1,620, effective October 1, for the current year only. Budget addition required $108.75.

Resignation of Dr. Nelson L. Bossing, Professor of Education, effective December 31, 1938, to accept a position at the University of Minnesota. A successor will be recommended at a later date.

Appointment of Mr. Homer H. Hanna as instructor in the Speech Division of the English Department, effective October 1, ten-months' basis, one-year tenure, at a salary of $1,800 to replace Mr. Paul Kiepe, recently resigned, whose salary was budgeted at $1,698.75. Budget addition required $75.93.

Appointment of Major John W. Crissy as Assistant Professor of Military Science and Tactics, replacing Major W. A. Wappenstein who was transferred to another post. No Board funds involved as these salaries are paid from federal funds.

The Board approved the following personnel adjustments at the State College:

Leave of absence without pay for Professor M. R. Lewis, Irrigation and Drainage Engineer, from November 1, 1938 to June 30, 1939 and his assignment on full-time basis to the U. S. Bureau of Agricultural Engineering, with the salary saving of $1,333.34 to be used to install and equip a well at the Granger experimental farm, and to employ a research assistant or other labor to substitute for Professor Lewis.

Resignation of Mrs. Maud M. Morse, Extension Specialist in Parent Education and Child Development, effective October 31, 1938. Recommendations regarding a successor will be made at a later date.
The Board approved the following personnel adjustments at the Medical School:

F. Perlman
Resignation

Resignation of Dr. Frank Perlman, instructor, because of the urgency of private practice, and the utilization of $1,187.50 budgeted for his salary as follows:

Joe Scott
Appointment

Appointment of Joe Scott, student assistant, at $50.00 per month for nine months . . . . . . . . . . $450.00

Two additional student assistants at $37.50 per month each for nine months . . . . . . . . . . . . 675.00

Budget saving to revert to Board's unappropriated fund . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 62.50

$1,187.50

The Board approved the following personnel adjustments at the Southern Oregon Normal School:

A. S. Taylor
Sabbatical Leave

Sabbatical leave on half pay for Dr. A. S. Taylor, Associate Professor of Social Science, from January 1, 1939 to September 10, 1939. Savings of $1,076.39 to be used to employ substitute assistance.

Edith Bork
Promotion

Advance in rank from instructor to Assistant Professor of Education for Miss Edith Bork. No change in salary.

L. Nicholson
Promotion

Advance in rank from instructor to Assistant Professor of Education for Miss Lillian Nicholson. No change in salary.

Jessie Smith
Salary Increase

The Board approved an increase in salary from $1,700 to $1,900 for Miss Jessie Smith, assistant secretary of the State Board of Higher Education, effective October 1, 1938, funds for the increase to be transferred from the wage classification in the Board's budget.

ADJOURNMENT

Upon motion by Director Sammons and second by Director Callister, the meeting adjourned at 12:30 p.m.

WILLARD L. MARKS, President

CHARLES D. BYRNE, Secretary